

Middle School Technology Responsible Use Agreement

Park Tudor School considers any of your personal electronic devices, and the Park Tudor Network, academic learning tools that provide ubiquitous access (wired and wireless) to an array of programs and opportunities. Use of technology at school is a privilege and its benefits are highly dependent on an atmosphere of mutual respect and trust.

Park Tudor students are expected to behave in a lawful, ethical and respectful manner. It is important to recognize that behavior both on and off campus reflects on your reputation and the reputation of the School. Security measures are in place to protect the School's wireless and wired Network, but given the nature of the Internet, students are expected to give careful consideration to privacy, even when using a personal device. Park Tudor school-issued devices, and the Network, undergo frequent and routine maintenance or monitoring. If a violation of this Policy, the Park Tudor Student/Parent Handbook, or the law is suspected, an investigation may be conducted which may include accessing and reviewing files, correspondence and other electronic information on any device on school property, connected to the school network, and/or owned by the school; social media sites may also be monitored. Failure to act responsibly may result in a loss of privileges or even discipline. Park Tudor School will cooperate with any law enforcement agency in the event of suspected illegal or inappropriate activities.

Park Tudor Middle School students are expected to:

- Abide by Park Tudor's [Digital Communication Policy](#), which can be found in the Student/ Parent Handbook.
- Practice responsible, balanced, and healthy use of technology both at school and at home.
- Be solely responsible for the use of individual Park Tudor accounts both on and off campus, before, during or after the school day.
- Assume responsibility for their personal device(s), protect it from damage or theft, and have it ready to use at school each day, including bringing all necessary cords and peripherals to ensure the device is ready to use.
- Back up their device(s) and its school-related content (files, apps, etc.) at home.
- Use their Park Tudor e-mail account for school-related or academic communication.
- Honor division, grade level, and classroom rules about inappropriate games, software, and instant messaging.
- Adhere to copyright laws, licensing agreements and terms and conditions of use.
- Be aware that technology is a shared resource and conserve the limited shared resources of the Park Tudor Network and technology equipment (for example, by not streaming music or videos unrelated to school assignments).
- Immediately report misuse of the technology equipment, devices and/or the Park Tudor Network.
- Abide by further guidelines set by individual faculty and staff for technology use in classes and public spaces.

Park Tudor Middle School students agree NOT to:

- Share individual passwords or other private information about accounts and to further protect accounts by not using the same password for multiple websites and/or accounts.
- Use another person’s electronic device(s), accounts, or passwords with or without their permission.
- Share personal or identifying information about any member of the School community online. Upload or download large files, or use streaming media, on a Park Tudor Network, including Operating System (tablet or computer) or App updates. The School reserves the right to limit the size of files permitted for download.
- Access or post information to inappropriate sites from devices connected to the Park Tudor Network.
- Attempt to circumvent any web filters or safety measures blocking access to any sites.
- Alter, destroy, obstruct, or circumvent the settings, configurations or resources of the Network or school-owned devices.
- Connect any other equipment such as printers, routers or servers to the Network or install personal software on the Network or workstations without permission.

This is not intended to be an exhaustive list. Students should use good judgment at all times.

For parents of students under age 13:

COPPA is a federal law that applies to commercial companies and website operators and limits their ability to collect personal information from children under the age of 13. COPPA also applies to school districts that use third-party website operators to offer online services to students. COPPA requires school districts to obtain parental permission if personal information is collected from students under the age of 13 by any third-party website operator, such as Google. For more information, please access <http://www.ftc.gov/privacy/coppafaqs.shtm>.

I understand that my student’s education records stored in Google Apps for Education may be accessible to someone other than my student and the school by virtue of this online environment. My signature below confirms my consent to allow my student’s education records to be stored by Google as part of my student’s use of Google Apps for Education. I also understand that by participating in Google Apps for Education, information about my child may be collected and stored electronically. I have had the opportunity to read the privacy policies associated with use of Google Apps for Education (<http://www.google.com/a/help/intl/en/edu/privacy.html>) and understand that I may ask for my child’s account to be removed at any time.

YES, I give permission for my child to be assigned a full Google Apps for Education account. This means my child will receive access to Google Docs, Calendar, and Sites.

NO, I do not give permission for my child to be assigned a Google Apps for Education account. This means my child will NOT receive access to Google Docs, Calendar, and Sites.

Student Signature

I have read the Park Tudor Technology Responsible Use Agreement. I understand that if I violate the rules my account can be terminated and I may face other disciplinary measures.

I agree to follow the rules contained in this Agreement.

Student Signature _____ Date _____

Print Student Name _____ Grade _____

Parent or Guardian Signature

_____(*Please initial*) I have read and agree to the Park Tudor Technology Responsible Use Agreement. I will instruct my child regarding any restrictions against accessing material that are in addition to the restrictions set forth in the Park Tudor Technology Responsible Use Agreement. I will emphasize to my child the importance of following the rules for personal safety. I will supervise my child's use of the system when my child is accessing the system from home. I give permission to issue accounts for my child and certify that the information contained in this form is correct.

_____(*Please initial*) I hereby release Park Tudor, its personnel, and any institutions with which it is affiliated, from any and all claims and damages of any nature arising from my child's use of, or inability to use, the Park Tudor Network, including, but not limited to claims that may arise from the unauthorized use of the system to purchase products or services.

Parent Signature _____ Date _____

Print Parent Name _____